



Departmental Quarterly Performance Report

Department Name: Aviation

**Reporting Period:
Fiscal Year 2002-2003
4th Quarter**

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MAJOR PERFORMANCE INITIATIVES

<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <u><i>Fiscal Responsibility</i></u></p> <p>Project Name: Maintain the CIP Construction Change Orders cumulative dollar amount to less than 5% of original contract.</p> <p>Status: Cumulative percent for September 03 is 3.93%</p>	<p><input type="checkbox"/> <i>Strategic Plan</i></p> <p><input checked="" type="checkbox"/> <i>Business Plan</i></p> <p><input type="checkbox"/> <i>Budgeted Priorities</i></p> <p><input type="checkbox"/> <i>Customer Service</i></p> <p><input type="checkbox"/> <i>ECC Project</i></p> <p><input type="checkbox"/> <i>Workforce Dev.</i></p> <p><input type="checkbox"/> <i>Audit Response</i></p> <p><input type="checkbox"/> <i>Other</i> _____ (Describe)</p>												
<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <u><i>Fiscal Responsibility</i></u></p> <p>Project Name: Stimulate the local economy by establishing aggressive route development program to increase passenger and cargo by 3.5%</p> <p>Status: Percent Change FYTD Compared to 01-02</p> <table border="1"><thead><tr><th></th><th>Passenger Growth</th><th>Cargo Growth</th></tr></thead><tbody><tr><td>July 03</td><td>0.94%</td><td>1.63%</td></tr><tr><td>Aug 03</td><td>0.88%</td><td>1.16%</td></tr><tr><td>Sept 03</td><td>0.62%</td><td>0.67%</td></tr></tbody></table>		Passenger Growth	Cargo Growth	July 03	0.94%	1.63%	Aug 03	0.88%	1.16%	Sept 03	0.62%	0.67%	<p><input type="checkbox"/> <i>Strategic Plan</i></p> <p><input type="checkbox"/> <i>Business Plan</i></p> <p><input checked="" type="checkbox"/> <i>Budgeted Priorities</i></p> <p><input type="checkbox"/> <i>Customer Service</i></p> <p><input type="checkbox"/> <i>ECC Project</i></p> <p><input type="checkbox"/> <i>Workforce Dev.</i></p> <p><input type="checkbox"/> <i>Audit Response</i></p> <p><input type="checkbox"/> <i>Other</i> _____ (Describe)</p>
	Passenger Growth	Cargo Growth											
July 03	0.94%	1.63%											
Aug 03	0.88%	1.16%											
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<p>County Mgr. Priority (Circle One): <u><i>People</i></u> <i>Service</i> <i>Technology</i> <i>Fiscal Responsibility</i></p> <p>Project Name: Improve terminal concourse including a system to enable baggage screening of 100%</p> <p>Status: TSA is currently screening checked baggage using electronic means on the 2nd level ticket counter area, 1st level baggage make-up area and receiving areas outside of the Federal Inspection Stations. MDAD is working with the TSA on a Memorandum of Agreement with respect to funding and schedule performance of work for engineering, design and construction of modifications of MIA's facilities to support the installation and operations of the in-line EDS screening. However, the projected cost to MDAD for the infrastructure is estimated to be \$220 million, which is not in the current CIP.</p>	<p><input checked="" type="checkbox"/> <i>Strategic Plan</i></p> <p><input type="checkbox"/> <i>Business Plan</i></p> <p><input checked="" type="checkbox"/> <i>Budgeted Priorities</i></p> <p><input type="checkbox"/> <i>Customer Service</i></p> <p><input type="checkbox"/> <i>ECC Project</i></p> <p><input type="checkbox"/> <i>Workforce Dev.</i></p> <p><input type="checkbox"/> <i>Audit Response</i></p> <p><input type="checkbox"/> <i>Other</i> _____ (Describe)</p>												

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<p>County Mgr. Priority (Circle One): <u>People</u> Service Technology Fiscal Responsibility</p> <p>Project Name: Improve general aviation airports including safety and security upgrades at Kendall-Tamiami and Opa-Locka.</p> <p>Status: 100% construction documents have been reviewed and are pending A&E response. The Aviation Department is currently in the process of identifying grant funding source and associated DBE goals. Estimate project completion by June 30, 2004.</p>	<p><input checked="" type="checkbox"/> Strategic Plan ___ Business Plan <input checked="" type="checkbox"/> Budgeted Priorities ___ Customer Service ___ ECC Project ___ Workforce Dev. ___ Audit Response ___ Other _____</p>
<p>County Mgr. Priority (Circle One): People Service Technology <u>Fiscal Responsibility</u></p> <p>Project Name and Number: ECC #145 – Employee Participation Program (EPP).</p> <p>Status: We received 429 ideas. Twenty-seven suggestions related to safety, efficiency, environment, and customer service have been implemented, and twenty additional ideas are being considered for implementation.</p>	<p>___ Strategic Plan ___ Business Plan ___ Budgeted Priorities ___ Customer Service ___ Workforce Dev. <input checked="" type="checkbox"/> ECC Project ___ Audit Response ___ Other _____ (Describe)</p>
<p>County Mgr. Priority (Circle One): People Service Technology <u>Fiscal Responsibility</u></p> <p>Project Name and Number: ECC #537 – Computerized Property Management System. Procure and implement a computerized property management system.</p> <p>Status: System fully developed and being implemented. Expect to generate “fixed rent billing ” as well as “aviation billing” during the month of October. Will also start working on the identified upgrades in October, with an estimated completion date of Dec 31, 2003.</p>	<p>___ Strategic Plan ___ Business Plan ___ Budgeted Priorities ___ Customer Service ___ Workforce Dev. <input checked="" type="checkbox"/> ECC Project ___ Audit Response ___ Other _____ (Describe)</p>
<p>County Mgr. Priority (Circle One): People Service Technology <u>Fiscal Responsibility</u></p> <p>Project Name and Number: ECC #544 – Inventory Bar-coding for inventory control. Implement bar-coding system to support daily cycle counting for improved inventory control.</p> <p>Status: Project was separated from Maintenance Work Order Project as a stand-alone system. Currently we are developing the specifications for a bar code system that would be compatible and adaptable with our present and future systems, which will be sent out for bid. Estimated completion date for Project is June 2004.</p>	<p>___ Strategic Plan ___ Business Plan ___ Budgeted Priorities ___ Customer Service ___ Workforce Dev. <input checked="" type="checkbox"/> ECC Project ___ Audit Response ___ Other _____ (Describe)</p>

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<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <u>Fiscal Responsibility</u></p> <p>Project Name and Number: ECC #814 – Automated and computerized Security Cashier System. Procure and implement a computerized cashiering system for the collection and reconciliation of monies collected for the processing of ID badges and fingerprints.</p> <p>Status: The ID Section is working with ISD and IBM on integrating the Cashiering system at the ID Section. The specifications were submitted to IBM and Security & Safety is reviewing the final product at this time. A target date for completion is September 2004.</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input checked="" type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>
<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <u>Fiscal Responsibility</u></p> <p>Project Name and Number: ECC #816 – Conduct Customer Surveys.</p> <p>Status: Conducted customer survey in September 2003.</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input checked="" type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>
<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <u>Fiscal Responsibility</u></p> <p>Project Name and Number: ECC #820 – Reduce Accounts Receivables.</p> <p>Status: Outstanding accounts receivable over 30 days, adjusted for item subject to legal collection action, bankruptcy, payment plan, or collection agency processing, decreased from \$3.64 million in Oct. 2002 to \$2.4 million by September 30, 2003.</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input checked="" type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>

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<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <u>Fiscal Responsibility</u></p> <p>Project Name and Number: ECC #829 – Upgrade Terminal Information System with Airport Operation Information System (AOIS). Plan, design, procure, and install the necessary equipment to replace the current Flight Information Display System (FIDS), Gate Information System (GIDS), and Baggage Information Systems (BIDS) with a single integrated display system. Add visual paging to the supported display systems. Implement an Airport Operational Database to manage real time, historical and reference information. Implement software applications that process gate, counter and baggage resource management information. Install new workstations for these applications in airport centers.</p> <p>Status: Conducted FAT – Factory Acceptance Testing - of Phase I of scope items. Vendor issued liquidated damages letter re-iterating need to stay on track with the “Integration Acceptance of the Core System.</p> <ul style="list-style-type: none">- System went into production mode in Sept. 30 although still not driving FIDS monitors. Expect to complete training during October 2003 and planned cutover to AOIS/DICE driven system in scheduled for Nov. 4th. DICE will replace Infax and new SABER airline feed will come in during November 2003. All old FIDS display equipment will be used. Planned cutover of D-Extension first 4 gates Nov. 14th. Will include new equipment 4 GID - Gate Information Display - units, and a bank of 12 FIDS monitors. Airline adjustments will only continue on the AOIS system by Airside.	<p><u>Strategic Plan</u> <u>Business Plan</u> <u>Budgeted Priorities</u> <u>Customer Service</u> <u>Workforce Dev.</u> <input checked="" type="checkbox"/> <u>ECC Project</u> <u>Audit Response</u> <u>Other</u> (Describe)</p>
<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <u>Fiscal Responsibility</u></p> <p>Project Name and Number: ECC #830 – Modernize MIA’s special systems that support life safety and maintenance.</p> <p>Modernize MIA’s special systems that support life safety and maintenance. Purchase and install new Building Management and Fire Alarm application software, servers and workstations. Purchase and install UL fire listed network equipment. Integrate the new applications with the existing Honeywell systems. Build graphics to monitor and control equipment via this equipment.</p> <p>Status: RFP was completed and issued and only one vendor bid (Honeywell). Recommendation will be submitted to County Manager in October and to the Transportation Committee in November 2003.</p>	<p><u>Strategic Plan</u> <u>Business Plan</u> <u>Budgeted Priorities</u> <u>Customer Service</u> <u>Workforce Dev.</u> <input checked="" type="checkbox"/> <u>ECC Project</u> <u>Audit Response</u> <u>Other</u> (Describe)</p>

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<p>IV. Central Collections Plaza Revenue system - Planned implementation November 2003</p> <p>V. Property Management System – Plan implementation during October 2003.</p> <p>VI. AOA Vehicle Access – RF portion being installed and user training ongoing. Problems found with AOA MDAD code. It is being re-written and planned deployment has been re-scheduled for Dec-Jan 2004 time frame.</p> <p>VII. ITBF- upgrade ongoing to web version. – Initial Phase completed and implemented to CC “B” and CC “E” ITBF. Documentation and some reporting pending.</p>	
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<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <u><i>Fiscal Responsibility</i></u></p> <p>Project Name and Number: ECC #833 – Modernize MIA Public Address System Infrastructure. Modernize MIA’s special systems that support flight operations, terminal operations, and management. Replace the current terminal paging system with a combined paging and fire alarm announcement system developed by MDAD and the Authority Having Jurisdiction (AHJ) of the Fire Dept. Install the backbone and infrastructure for the paging system in the North and South Terminals.</p> <p>Status: Advertisement/Solicitation was reviewed by OIG (Office of Inspector General). Received 4 bids, and the lowest bidder (ProSound) was still higher than expected estimates. DAC requested the rejection of all four bids and the ability to negotiate with ProSound. This request is scheduled to be submitted to BCC in November 2003.</p>	<p><input type="checkbox"/> <i>Strategic Plan</i> <input type="checkbox"/> <i>Business Plan</i> <input type="checkbox"/> <i>Budgeted Priorities</i> <input type="checkbox"/> <i>Customer Service</i> <input type="checkbox"/> <i>Workforce Dev.</i> <input checked="" type="checkbox"/> <i>ECC Project</i> <input type="checkbox"/> <i>Audit Response</i> <input type="checkbox"/> <i>Other</i> _____ <i>(Describe)</i></p>
<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <u><i>Fiscal Responsibility</i></u></p> <p>Project Name and Number: ECC #834 – Modernized MDAD Telecommunication Infrastructure. Modernize and integrate MDAD’s telecommunications infrastructure. Accomplished by a series of sub-projects including: additional network equipment to support Common Use Terminal Equipment (CUTE), Visual Information Display Systems (VIDS), partly integrate “Nextira” network and New Security Network, upgrade of select “Nextira” assets, and implementation of a Premise Distribution System (PDS) to support the new special system’s equipment.</p> <p>Status: Developed and issued New Network Provider RFP, and assessed responses. Developed recommendation and submitted to BCC. Plan to do the following:</p> <ul style="list-style-type: none">- CUTE network environment completed and will be opened in Oct.- AOIS network will be installed targeting Nov “D” Extension.- Central Collections Plaza network requirements will be completed in November 2003.- Network portion of Security Rooms were completed, additional devices still to be added.- PDS (Premise Distribution) – ongoing as part of “D” Extension with target date in November 2003.	<p><input type="checkbox"/> <i>Strategic Plan</i> <input type="checkbox"/> <i>Business Plan</i> <input type="checkbox"/> <i>Budgeted Priorities</i> <input type="checkbox"/> <i>Customer Service</i> <input type="checkbox"/> <i>Workforce Dev.</i> <input checked="" type="checkbox"/> <i>ECC Project</i> <input type="checkbox"/> <i>Audit Response</i> <input type="checkbox"/> <i>Other</i> _____ <i>(Describe)</i></p>

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PERSONNEL SUMMARY

A. Filled/Vacancy Report

NUMBER OF FULL-TIME POSITIONS*	Filled as of September 30 of Prior Year	Current Year Budget	Actual Number of Filled and Vacant positions at the end of each quarter							
			Quarter 1		Quarter 2		Quarter 3		Quarter 4	
			Filled	Vacant	Filled	Vacant	Filled	Vacant	Filled	Vacant
	1612	1892	1619	273	1654	238	1670	222	1602	290

* Public Safety Departments should report the sworn versus non-sworn personnel separately and Departments with significant part-time, temporary or seasonal help should report these separately.

Notes:

B. Key Vacancies

Two Associate Directors: Minority Affairs; Professional Standards & Compliance

One Manager: Public Affairs

C. Turnover Issues

None

D. Skill/Hiring Issues

None

E. Part-time, Temporary and Seasonal Personnel

(Including the number of temporaries long-term with the Department)

82 – as of June 2003

F. Other Issues

We are in a selective hiring freeze to meet our target for cost per enplaned passenger of \$30 by 2015.

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FINANCIAL SUMMARY

Operating Revenue and Expenditures Activity (Preliminary & Unaudited)

(In Thousands)

	Prior Year	FY 2002-03						
	Actual	Annual Budget	Quarter 4th.		Year -to-Date			End of Year Projection
			Budget	Actual	Budget	Actual	Variance %	
Operating Revenue								
Aviation Fees and Charges	\$ 265,245	\$ 293,773	\$ 73,443	\$ 70,043	\$ 293,773	\$ 287,636	-2%	\$ 287,636
Commercial Operations	176,018	177,951	44,488	43,155	177,951	172,001	-3%	172,001
Other Income	33,807	35,431	8,858	4,092	35,431	30,251	-15%	30,251
Total Operating Revenue *	\$ 475,070	\$ 507,155	\$ 126,789	\$ 117,290	\$ 507,155	\$ 489,888	-3%	\$ 489,888
Operating Expenditures **								
Salaries and Fringes	\$ 113,589	\$ 119,691	\$ 29,923	\$ 28,345	\$ 119,691	\$ 121,194	1%	\$ 121,194
Other Operating Expenses	202,609	223,843	55,961	52,195	223,843	196,856	-12%	196,856
Capital	1,602	787	197	75	787	268	-66%	268
Total Operating Expenditures *	\$ 317,800	\$ 344,321	\$ 86,081	\$ 80,615	\$ 344,321	\$ 318,318	-8%	\$ 318,318
Net Operating Income	\$ 157,270	\$ 162,834	\$ 40,708	\$ 36,675	\$ 162,834	\$ 171,570	5%	\$ 171,570

* Total operating revenue and expenditures does not include transfers to/from other funds.

** Expenditures are reported by category (personnel, operating and capital)

Equity in Pooled Cash

(In Thousands)

	Prior Year	Actual (Preliminary) at Year-end as of			
	Year End	Quarter 1	Quarter 2	Quarter 3	Quarter 4 ***
Fund/Subfund					
Aviation Department	\$ 52,687	\$ 60,290	\$ 64,815	\$ 64,200	\$ 48,476
Total	\$ 52,687	\$ 60,290	\$ 64,815	\$ 64,200	\$ 48,476

*** 4th quarter lower cash balance is due to additional transfers required to be made during the fourth quarter.

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STATEMENT OF PROJECTION AND OUTLOOK

The Department projects to be within authorized budgeted expenditures and projects that available revenues will exceed expenses except as noted below:

Notes and Issues:

- There were no new concerns or exceptions during the 4th quarter that would have prohibited the Aviation Department from staying within the target of \$15.20 per enplaned passenger for this fiscal year and managing with its financial capacity.

An issue before us however, is the in-line baggage system, which is projected to cost \$220 million but is not in the current CIP. If we are unable to secure funding for this project, other areas of the CIP will have to be postponed or eliminated.

DEPARTMENT DIRECTOR REVIEW

The Department Director has reviewed this report in its entirety and agrees with all information presented including the statement of projection and outlook.

Signature

Deputy Aviation Director

Date_____